

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: NOVEMBER 2, 2011

COMMITTEE MEMBERS PRESENT:

SUPERVISORS MCCOY
THOMAS
VANNESS
BELDEN

OTHERS PRESENT:

JEFFERY TENNYSON, SUPERINTENDENT OF THE DEPARTMENT OF PUBLIC WORKS
FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS
DANIEL G. STEC, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
JOAN SADY, CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISORS KENNY
MERLINO
TAYLOR
DON LEHMAN, *THE POST STAR*
CHARLENE DiRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

COMMITTEE MEMBER ABSENT:

SUPERVISOR GIRARD

Mr. McCoy called the meeting of the County Facilities Committee to order at 9:02 a.m.

Motion was made by Mr. Belden, seconded by Mr. Thomas and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Frank Morehouse, Superintendent of Buildings, who distributed copies of his agenda packet to the Committee members; *a copy of the agenda packet is on file with the minutes.*

Commencing the agenda review, Mr. Morehouse updated the Committee on the progress of the Departmental relocations by reporting that the Office of the Assistant to the County Administrator was completed. He said they were in the process of finishing the necessary renovations to the third floor of the Human Services Building for the Purchasing and Fire Prevention & Building Codes Departments. Lastly, he continued, would be the completion of the second floor of the Municipal Center. Mr. McCoy inquired as to the intentions for the remaining vacant space on the second floor of the Municipal Center and Mr. Morehouse replied the majority of the space would become conference or meeting rooms.

Mr. Morehouse requested authorization to utilize the vacant former WIC (Women, Infants and Children) Building for fire training purposes with the appropriate insurance and waivers being provided.

Motion was made by Mr. Belden and seconded by Mr. VanNess to approve the request as presented.

Mr. Belden asked if the building was heated and if the water had been shut off and Mr. Morehouse replied the only working utility was electricity. Mr. VanNess stated the issue had been discussed at the Public Safety Committee meeting to utilize a building for fire training purposes and the former WIC Building had been selected because it was a vacant County-owned building covered by insurance. Mr. Morehouse pointed out that Brian LaFlure, Director of the Office of Emergency Services/Fire Coordinator, would be coordinating the use of the building for fire training purposes.

Mr. McCoy called the question and the motion was carried unanimously to authorize utilization of the vacant former WIC Building for fire training purposes with the appropriate insurance and waivers

being provided. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the November 18, 2011 Board meeting.*

Mr. Morehouse requested authorization to award the bid for Routine Pumping, Cleaning and Disposal for Septic Systems (WC 063-11) to the lowest responsible bidder.

Motion was made by Mr. VanNess and seconded by Mr. Belden to approve the request as presented.

Mr. Belden asked how many locations were included in the bid package and Mr. Morehouse responded there were various locations throughout the County.

Following a brief discussion, Mr. McCoy called the question and the motion was carried unanimously to award the bid for Routine Pumping, Cleaning and Disposal for Septic Systems (WC 063-11) to the lowest responsible bidder. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the November 18, 2011 Board meeting.*

Mr. Morehouse stated there were no updates to any of the pending items.

In reference to the use of the former WIC Building for fire training purposes, Mr. Taylor asked if the fire companies would be required to list the County as an additional insured on their insurance and Paul Dusek, County Administrator, replied affirmatively and added that the fire companies would also be required to sign waivers of liability.

As there was no further business to come before the County Facilities Committee, on motion made by Mr. Belden and seconded by Mr. Thomas, Mr. McCoy adjourned the meeting at 9:07 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist